



County of Los Angeles CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

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Fifth District

October 19, 2005

To: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

DEPARTMENT OF PARKS AND RECREATION MAP APPOINTMENT REQUEST

Consistent with the August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the Department of Parks and Recreation's attached request for the appointment of Mr. Steven Duron to the position of Regional Operations Manager, at an annual salary of \$85,350.60, which is in the first quartile of the R11 salary structure. Mr. Duron will fill the vacant funded position in the Department's Regional Facilities Agency and will be responsible for managing the Department's regional parks operations.

Although the Department requested a 20 percent salary increase for Mr. Duron (see attached request), the Chief Administrative Office (CAO) recommendation is 13.9 percent, resulting in a monthly salary of \$7,112.55. Mr. Duron's projected salary is 14.3 percent below the control point of the R11 salary range and 9.2 percent greater than his highest paid subordinate. The proposed salary will place Mr. Duron in the middle of the range of salaries for all incumbents in the Regional Operations Manager classification. This recommendation has been reviewed and approved by CAO-Compensation and is in adherence to the 1998 Board-approved policy on managerial salaries.

Each Supervisor
October 19, 2005
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The Department has indicated that Mr. Duron has been an exemplary employee for over 30 years and his unique blend of experience and knowledge makes him exceptionally qualified for this position. Mr. Duron has worked in various divisions within the Department, both in field operations and administration and understands not only the mission of the Department but the specifics of the various functions within the Department. Furthermore, it is the Department's belief that Mr. Duron's technical expertise, demonstrated performance, and significant knowledge of the Department's operations, as well as the significant increase in the level and scope of responsibility, justify the proposed salary.

Based on this information, we recommend that the Department's request be approved. Unless otherwise instructed by November 2, 2005, we will authorize Parks and Recreation to proceed with this appointment.

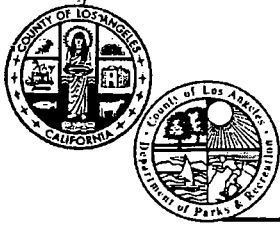
Please contact me if you have any questions or need additional information.

DEJ:DL
RG:AB:yf

Attachments

c: Executive Officer, Board of Supervisors
County Counsel

Map.appt.duron.bm



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"

Russ Guiney, Director

September 8, 2005

TO: David E. Janssen
Chief Administrative Officer

FROM: Russ Guiney
Director

SUBJECT: **APPOINTMENT TO MAPP POSITION
REGIONAL OPERATIONS MANAGER (R11)
MR. STEVEN L. DURON (EMPLOYEE NO. 024732)**

RECEIVED
2005 SEP -8 PM 3:22
CHIEF ADMINISTRATIVE
OFFICE

In accordance with the Board of Supervisor's policy on Management Salaries dated August 4, 1998, and Section 6.08.340(B) of the County Code, we are requesting Board approval to promote and place Mr. Steven L. Duron in the second quartile of the salary range for Regional Operations Manager at a rate of \$7,493.46 per month (\$89,921.52 per year), effective September 16, 2005.

Mr. Duron, who is the section head for the Department's Golf Operations, currently receives a base salary of \$6,244.55 per month. The requested increase will result in a base salary increase of 20 percent at the time of appointment. However, Mr. Duron's proposed salary placement is approximately 10 percent below the control point for this position.

It is the Department's belief that Mr. Duron's technical expertise, demonstrated performance and significant knowledge of the Department's operations, as well as the significant increase in the level and scope of responsibility, justify the proposed salary.

Mr. Duron will fill the vacant funded position in the Department's Regional Facilities Agency, and will be responsible for managing the Department's regional park operations consisting of nearly 257 Full Time Equivalent Positions (FTE's), which is more than any other incumbent in this position. The proposed salary will place Mr. Duron in the middle of the range of salaries for all incumbents in this classification. The highest paid incumbent, who is responsible for management of the Department's other regional facilities consisting of approximately 129.8 FTE's, earns approximately fifteen percent more than Mr. Duron and the lowest paid incumbent, responsible for managing the maintenance and recreation functions in the North Agency consisting of 158 FTE's, earns approximately eleven percent less than Mr. Duron.

David E. Janssen
September 6, 2005
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After an extensive recruitment process and interviews of several prospective eligible candidates from the banded list, Mr. Duron emerged as the top candidate for this position. Mr. Duron has been an exemplary employee with the Department for more than 30 years and his unique blend of experience and knowledge make him exceptionally qualified for this position. Mr. Duron has worked in various divisions within the Department, both in field operations and administration and he understands not only the mission of the Department but the specifics of the various functions within the Department. He has held positions ranging from recurrent recreation leader to the section head of the Golf Section, a role he has been in since 1997.

Based on the above, we respectfully request that Mr. Duron's appointment and salary placement be approved.

Please call me at (213) 738-2951, or your staff may contact Lyn Wallensak, Administrative Deputy, at (213) 368-5823 if you need additional information or have any questions regarding this matter.

RG:KW:JT

c: Lyn Wallensak, Parks and Recreation